SECRET

CONFIDENTIAL

15 December 1965

MEMORANDUM FOR: Director of Training

THROUGH   : Chief, Operations School

SUBJECT   : Course Report, Operations Support Course No. 68
                 1 - 26 November 1965

REFERENCE   : Course Report, Operations Support Course No. 67
                 30 August - 24 September 1965

Synopsis:

    1. There were twenty full-time students that completed the Operations Support Course No. 68. (Attachment 1)

    2. The grades of the twenty students ranged from GS-4 to GS-15, and ages from 21 to 60. Twelve are scheduled for overseas assignments. There were seven students with college degrees, three with some college; the remaining ten were high school graduates. The group were a mixture of new and old employees; five had been overseas with the agency.
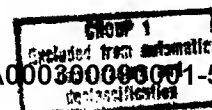
Discussion:

25X1

    4. The Field In-Box problems were set at the [ ] and handled by student group discussions.

25X1A

    5. The new travel regulations effective 1 November 1965 were incorporated in student study guides, practice and test problems.

    6. There were two holidays, 11 and 25 November during the Course; this places greater pressure on both student and instructors.

25X1

SECRET

CONFIDENTIAL

SECRET

CONFIDENTIAL

Subject: Course Report, Operations Support Course No. 68

7. There were five guest speakers used in the four-week course.

Conclusions:

8. The comments by the students indicated that the objectives of the Course were met. After the final critique of the Course, many of the students made a point of indicating the value of the Course to them. Those who had been overseas said they expected to be bored but to their surprise found the material useful and interesting.

Planned Revisions:

9. As the CT Support Services Program on Finance and Logistics usually runs at the same time as the Operations Support Course, it is planned to change the long range schedule to avoid future conflict.

25X1A

Chief Instructor

Attachments:
   1. Student Roster
   2. Schedule